

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: March 28, 2016
CC: All Departments



Town Administrator: This week included meeting with our new Waste Management Facility Supervisor Ken Filpula to review the FY16 facility operating budget and expenditure approvals. I also met with the Recreation Director Donna Kuethe and Select Board member Paul Punturieri to discuss plans for the spring and summer Recreation programs. The Select Board held a productive work session on Thursday. I attended the monthly meeting of the Lakes Region Managers' Association which included an informative discussion on regional sharing of services and personnel. This Wednesday from 5 to 6 p.m. the Select Board will host a farewell reception for Town Planner Bruce Woodruff at Town Hall. Finally, the Select Board will not be meeting this week. Have a great week everyone!

Finance: Nothing to report this week.

Assessor: Nothing to report this week.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: The crew handled weather events on Monday, Thursday and Friday, requiring that they treat the asphalt and plow some areas. The rain on Friday iced up several of the paved and gravel roads with the temperatures hanging below freezing. On Tuesday the NHDOT pulled the weight limit posting on Moultonboro Neck Road. The Highway Foreman also pulled weight limits on Town roads off of the Neck Road. The crew burned a brush pile at Highway Garage, loaded out 3 tractor-trailer loads of wood chips, and did some gravel road grading on Evans and Blake Roads. The crew managed several equipment repairs with truck #10 (07 Peterbilt) being shipped to Peterbilt for a plugged particle filter and a transmission problem (jumping out of gear). The crew also had the John Deere vendor in to do a computer upgrade with the grader, service truck #1 and #2, and did brakes and trailer plug on truck #15. The crew also fabricated a front mount for the leaf vac/blower on truck #15. The trapper was in to assist with nuisance beavers on Highway Garage Road, which had plugged the culverts. Agent Kinmond received the insurance claim for the dump truck rollover, which was approximately \$12,000, and will now need to determine whether to repair the truck or salvage the plow gear, dump body and sander. Agent Kinmond met with TA Johnson regarding personnel matters, and also did a conference call with the Town Engineer to review 2015 and 2016 projects. Agent Kinmond expressed his disappointment with the utilities as they have still not reset the poles at the intersections. The Town Engineer will follow up with FairPoint, and we are in hopes that the contractor who is scheduled to start on the intersection on 4/1/16 can at least start at the Shaker Jerry and Wentworth Shores Road intersection. Agent Kinmond is working on reviewing personnel evaluations from the Highway Foreman and completing evaluations on two (2) of the Waste Management staffers.

Facility & Grounds Division: TL Kepple, TA Johnson and the Town resident engineer were at the WMF to monitor the single stream project excavation as they installed the drainage and prepped the slab for pouring this week. The compactors are scheduled for delivery on 4/18/16. TL Kepple coordinated with area electricians for price quotes, and selecting one that was available. The F&G crew completed painting and wall hangings, moving the Director's and Foreman's desk into the old break room. The front office was cleaned and rearranged which will be used by the Office Clerk, Facilities & Grounds Leader, and HEO/Mechanic.

WMF Division: Supervisor Filpula reported that they shipped out 1 - MSW, 1 - C&D, plus 2 clean wood and 1 - mixed paper. The facility had to have the loader tire repaired. Site work is coming along well for the single stream recycling project.

Moultonborough Police Department: The Moultonborough Police Department recorded 180 log entries, which included the following calls for service, 50 motor vehicle stops, 9 assists to Fire/EMS, 0 Directed Patrols, 0 arrests, 1 complaint, 4 MV Accidents, 5 MV Complaints, 4 residential alarms, 0 commercial alarms and 0 K-9 complaints

Training: Mar. 21st – Mar. 24th, Det. John attended Criminal Interview & Interrogation training. Mar. 22nd and Mar. 25th, Off. Bagan attended Police Academy. Mar. 21st – Mar. 25th, Off. Pare attended Police Academy.

Moultonborough Fire Department: Year to date there has been 170 calls for emergency service. For the period of 3/18/16 to 3/24/16 there were 13 calls for service: (4) Medical Emergencies, (1) Building Fire, (2) Lift Assists, (1) Excessive heat with no ignition call, (3) Good Intent Calls, and (2) False Alarms. Moultonborough Fire Rescue gave assistance on one mutual aid call to Tuftonboro and received automatic aid from Center Harbor on two calls.

Overall Average Response Time (Time of dispatch to apparatus/rescue on scene): 12:07 minutes

Overall Average Manpower per incident: 4 Firefighters/Incident

Day Time Average Response Time (Time of dispatch to apparatus/rescue on scene): 6:30 min.

Overall Average Day Time Manpower per incident: 4 Firefighters/Incident

Night/Weekend Average Response Time (Time of dispatch to apparatus/rescue on scene): 16:36 minutes

Overall Average Night/Weekend Manpower per incident: 4 Firefighters/Incident

Operations: 3/21, Department personnel attended a training session on the Department's forestry equipment in preparation for the upcoming brush fire season. Firefighter Gravelle conducted a review of the Forestry 2 and its pump, foam operations, Firefighter Frangelli reviewed chain saws, and Chief Bengtson reviewed personnel protective equipment and safety procedures on the fireground. 3/23, Chief Bengtson and Firefighter Searles attended a training program presented by the Fire Instructor and Officers of New Hampshire at the Primex offices in Concord. The program on ventilation in modern buildings and leadership on the fireground was presented by Captain Michael Dugan, FDNY Retired. During this period the Department also conducted one inspection of oil burning equipment, provided fire insurance information for dwelling on Moultonboro Neck.

Office of Development Services Planning: Nothing to report this week.

Human Services: Nothing to report this week.

Recreation Department: The CATCH Kids spring session began last Wednesday, March 23. The program is for grades K-2. Currently, there are 19 children registered for the program, with 15 attending the first day! The Early Bird T/Ball and Softball registrations are due this Thursday, March 31. Registrations will be accepted until April 7. Clinics for softball begin April 9. The Spring Session of Indoor Pickleball at the Meredith Community Center begins on Friday, April 1. The session will run until May 27th.

Important Dates to Remember

Board of Selectmen's Meeting, April 7, 2016, 7 PM

Board of Selectmen's Meeting, April 14, 2016, 7 PM

Board of Selectmen's Work Session & Joint BOS/School Board Com., April 21, 2016, 4 PM

Board of Selectmen's Meeting, April 28, 2016, 7 PM

Staff Meeting, Tuesday – April 5, 2016, 9:00 AM